



## U.S. Department of Justice

United States Trustee, Region 16  
Central District of California

Regional Website: [www.justice.gov/ust/r16](http://www.justice.gov/ust/r16)

### Section 341(a) Meeting of Creditors Audio Recording Request

*Please read this form carefully and answer fully all sections. Failure to provide accurate and complete information will cause a delay in responding to your request.*

*There is no charge for copies of recordings. However, you must provide (a) a blank factory sealed CD-R disc and (2) either a preaddressed, prepaid envelope in which to ship the CDs **OR** indicate that you will have the CDs picked up when they are ready.*

*Processing will take approximately 3 to 7 working days. **ORDERS NOT PICKED UP WITHIN 30 DAYS WILL BE DESTROYED.***

TO: Office of the United State Trustee, Region 16 (mail or deliver to the office where the subject bankruptcy was filed.)

- ☐ Los Angeles District Office, 915 Wilshire Blvd, Suite 1850, Los Angeles, CA 90017-3650
- ☐ Santa Ana District Office, 411 W. Fourth Street, Suite 9041, Santa Ana, CA 92701-8000
- ☐ Riverside District Office, 3801 University Ave., Suite 720, Riverside, CA 92501-3200
- ☐ Woodland Hills District Office (includes meetings held in Woodland Hills and Santa Barbara)  
915 Wilshire Blvd, Suite 1850, Los Angeles, CA 90017-3650

#### INFORMATION REGARDING YOU:

Name: \_\_\_\_\_

Street Address, City and State \_\_\_\_\_

Telephone number: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Email Address: \_\_\_\_\_

#### INFORMATION REGARDING THE BANKRUPTCY CASE: *(Complete a separate request for each individual case; however, you can request multiple meeting dates for each case on one request.)*

Case Name: \_\_\_\_\_

Case Number: \_\_\_\_\_ Chapter: \_\_\_\_\_ Trustee: \_\_\_\_\_

Meeting Date(s): \_\_\_\_\_

- ☐ I have provided \_\_\_\_ blank, **factory sealed** CD-R discs. I understand that any unused CD-R discs will be returned.
- ☐ I have provided a prepaid, preaddressed envelope to return the CD-R discs.
- ☐ Please call me when the order is ready and I will arrange to have the CD-R discs picked-up.